

## ASHMANSWORTH PARISH COUNCIL

### Minutes of the Meeting of the Council

**Date:** 15<sup>th</sup> January 2019 **Time:** 7.30 pm  
**Place:** Ashmansworth Village Hall  
**Present:** Cllr Alan Cox (Chairman) Cllr Andrew Bays  
**Councillors:** Cllr Sally Burch Cllr Graham Falconer  
Cllr Angela Harris  
**In Attendance:** Sadie Owen (Clerk) 1 parishioner  
**Apologies:** Cllr Kieron Black

#### 1. Apologies

As above.

#### 2. Minutes of Last Meeting

The minutes of the meeting held on 7<sup>th</sup> November 2018 were unanimously agreed as a true and accurate record. They were duly signed by Cllr Cox.

#### 3. Matters Arising

The Clerk drew attention to a donation request received from the PCC. It was agreed that it would be discussed under finance.

#### 4. Planning applications

##### a) Update on previous applications

Two applications had been reviewed and approved since the last meeting: -  
18/03442/LDPU Beech Tree Cottage & Bramble Cottage  
18/03220/HSE Hughbourne House

##### b) Applications received

18/02223/HSE 6 Highfield: no objections.

#### 5. Council Business

##### a) Clerk's report – the Clerk reported that there would no longer be all out elections in May. Due to an error on the part of the Local Government Boundary Commission for England in its electoral review for the borough, a reduction in wards from 60 to 54 had been postponed until the following year.

Borough Councillor's report – Cllr Falconer reported that the council was in the process of investigating a new recycling contract to allow for the recycling of plastic.

It was confirmed that Ashmansworth's local taxi service would not be affected by HCC's local transport cuts.

It was reported that the borough council was currently reviewing its budget for the next financial year.

##### b) Lengthsman – it was requested that the overgrown Bridleway 20 be cleared. **Clerk**

It was further requested that the stiles on footpath 5 be repaired.

It was commented that clearance of the ditch at Crux Easton would require the use of a small digger.

Clerk to clarify the number of lengthsman hours still available.

- c) Emergency Plan – Cllr Cox reported that the Chair of Highclere Parish Council had taken the lead in updating the document and distributing to the correct groups.

Cllr Cox commented that he had requested that the document contain some more practical information in relation to the amenities available locally, their address and facilities.

## 6. Local Roads

- a) Potholes/Roads – Cllr Harris commented that the junction at Cross Lane was in a very poor state. Cllr Cox stated that he had written to Steve Goodall at HCC twice about the matter, but would chase to see if the issue had been noted on the website.

*Cllr Cox*

It was also agreed that Cllr Cox would write to express thanks for the newly installed signs at three-legged cross.

*Cllr Cox*

Councillors agreed to check the salt bins and report any which required filling.

*All*

- b) Verges and bulbs - Cllr Cox reported that he had received a complaint in relation to vehicles parking on grass verges throughout the parish and particularly near the entrance to the village where a number of daffodil bulbs had been planted.

Whilst councillors acknowledged that there was a lot of inconsiderate parking, it was noted that it was a HCC Highways matter and there was nothing that the parish council could do to police.

## 7. Footpaths

There was a further request to cut back overgrown foliage on Bridleway 20.

*Clerk*

It was noted that a previously padlocked gate obscuring Footpath 3 had been vandalised to allow access.

## 8. Neighbourhood Watch

It was noted that the area covered by the local PCSO had grown significantly. A monthly update had been received and it was noted that none of the crime reported related to the parish.

## 9. BDAPTC/HALC

No update.

## 10. Financial Matters

- a) Payments Approval – the Clerk presented the financial statement (appendix A). The payments were unanimously agreed. Clerk to process.

*Clerk*

- b) Budget- the budget was discussed and approved. Clerk to circulate an amended 2019-20 budget (appendix B).

*Clerk*

- c) Precept – a precept request of £4,123.00 for 2019-20 was approved.

- d) Donation request – it was suggested and agreed that prior to the next meeting the council would circulate the grant allocation procedure and application form to the village distribution list requesting any interested parties to submit donation requests for consideration. The PCC request would then be reviewed and debated along with any others at the next meeting.

## 11. Date of next meeting

The meeting closed at 9.05 pm. Next meeting, 6<sup>th</sup> March at 7.30pm.

## Appendix A

**Financial statement :** Ashmansworth Parish Council

**Meeting date :** 15/01/19

### Balances:

Statement No: 15/01/19 Balance	Balance after reconciliation - 15/01/19
£6,602.09	£6,026.15

### Payments since last meeting date :

Cheque No	Payee	Details	TOTAL COST
<b>TOTAL</b>			<b>0.00</b>

### New Items for payment

Date	Payee	Details	TOTAL COST
	A D Clark	Invoice 267	47.50
	A D Clark	Invoice 259	95.00
	Mrs S Owen	Clerk salary Nov	28.80
	HMRC	Month 8 Tax/NIC	115.68
	Mrs S Owen	Clerk salary Dec	115.48
	HMRC	Month 9 Tax/NIC	29.00
	Mrs S Owen	Clerk salary Jan	115.68
	HMRC	Month 10 Tax/NIC	28.80
<b>TOTAL</b>			<b>575.94</b>

### Receipts since last meeting date :

Receipt Date	Payer	Details	TOTAL AMOUNT
<b>TOTAL</b>			<b>0.00</b>

### Payments not yet presented

Cheque No	Payee	Details	TOTAL COST
<b>TOTAL</b>			<b>0.00</b>

## Appendix B

### Ashmansworth Parish Council 2019-20 Budget

2017/18 Actual 31/03/18	2018/19 Budgeted	2018/19 Actual (06/11)	2018/19 Predicted year end		2019/20 Budgeted	
£	£	£	£	Income	£	
733.00	366.00	377.00	377.00	Grant	0.00	Cut of £377
15.00	8.00	0.00	0.00	Council Tax Grant	105.60	Actual figure
4,123.00	4,123.00	4,123.00	4,123.00	Precept	4,123.00	No increase
276.00	276.00	276.00	276.00	Grant from BDBC - Grass Cutting	282.00	Actual figure
0.00	0.00	1,250.00	1,250.00	Donation towards TBNT silhouette	0.00	One off payment
673.30	250.00	110.51	200.00	VAT recovery	200.00	Based on current year VAT spend
<b>5,820.30</b>	<b>5,023.00</b>	<b>6,136.51</b>	<b>6,226.00</b>	<b>Total Income</b>	<b>4,710.60</b>	
				<b>Expenditure</b>		
155.00	155.00	160.00	160.00	Auditors	160.00	Internal audit fee
1,565.84	1,671.00	956.80	1,534.80	Clerk's Salary	1,534.80	Based on this year
6.60	0.00	210.60	355.00	HMRC	355.00	Based on this year
0.00	40.00	0.00	0.00	Clerk's Expenses	40.00	Variable
94.50	144.00	0.00	144.00	Hire of meeting room	144.00	Based on last year
9.00	50.00	0.00	50.00	Training	50.00	Variable
21.00	50.00	0.00	50.00	Stationery	50.00	Variable
288.45	280.00	288.46	288.46	Insurance	290.00	Based on last year. Will hope to reduce
127.00	135.00	130.00	130.00	Subscriptions HALC	130.00	To allow for increase.
150.00	180.00	180.00	180.00	HALC HR fees	180.00	Set cost
193.00	250.00	231.60	231.60	Vision Ict - Website	231.60	Based on previous year.
0.00	66.00	66.00	66.00	Email hosting fee (bi-annual)	0.00	Bi-annual fee due in 2020
986.50	1,100.00	760.00	855.00	Grass Cutting etc	855.00	Based on last year
0.00	36.00	0.00	36.00	Subscriptions CPRE	36.00	Set cost
15.00	15.00	15.00	15.00	Subscription GLEAM	15.00	Set cost
1,320.00	400.00	0.00	400.00	Other Section 137 donations	500.00	Reduction cost saving
0.00	0.00	831.72	831.72	TBNT statue	0.00	One off payment
0.00	0.00	418.28	418.28	TBNT donation	0.00	One off payment
0.00	500.00	0.00	0.00	Laptop ringfenced funds	500.00	Ring fenced
68.60	250.00	110.51	200.00	VAT spend	200.00	Based on previous year.
0.00	500.00	0.00	0.00	Miscellaneous buffer	500.00	Miscellaneous buffer
12.00	12.00	12.00	12.00	NALC fee	12.00	Set cost
<b>5,012.49</b>	<b>5,834.00</b>	<b>4,370.97</b>	<b>5,957.86</b>	<b>Total Expenditure</b>	<b>5,783.40</b>	
				<b>Net result</b>		
<b>£807.81</b>	<b>-£811.00</b>	<b>£1,765.54</b>	<b>£268.14</b>		<b>-£1,072.80</b>	

Actual bank balance at 31/03/2018	£4,465.00
Actual bank balance at 07/11/2018	£7,102.05
Target balance for 31/03/2019	£268.14 (+residual £4,465 as at 31/03/2018 = £4,733)
Target balance for 31/03/2020	<b>-£1,072.80</b> (+ predicted residual £4,733 as at 31/03/2019 = £3,660)